



# South Washington County Schools

Keith Jacobus, Ph.D., Superintendent

## District Service Center

7362 E. Point Douglas Rd. S.

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### ADMINISTRATIVE REPORT

TO: Members of the School Board  
Keith Jacobus, Ph.D., Superintendent of Schools

FROM: Dayna Pottratz, Executive Assistant to the Superintendent

DATE: September 12, 2018

TOPIC/PURPOSE OF REPORT: Approval of the August 23, 2018 School Board Minutes

REFERENCE TO POLICY/STRATEGIC PLAN: Policy 204, School Board Meeting Minutes

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: September 20, 2018

### REPORT

District 833  
School Board Regular Meeting  
Unofficial Clerk's Summary

August 23, 2018

- 1.0 Call to Order; Pursuant to due call and notice thereof, a meeting of the School Board of Independent School District 833, South Washington County, was held on Thursday, August 23, 2018. The meeting was called to order by Chair Tracy Brunnette, at 6:30pm at the District Service Center, located at 7362 East Point Douglas Road South, Cottage Grove, Minnesota. School Board Members present were: Tracy Brunnette, Pat Driscoll, Heather Hirsch, Ron Kath, Katie Schwartz, Sharon Van Leer and Michelle Witte. Superintendent Keith Jacobus was present.
- 2.0 Pledge of Allegiance
- 3.0 Approval of Agenda: It was moved by Sharon Van Leer to approve the agenda. Seconded by Pat Driscoll. All in favor, none opposed, motion carried.
- 4.0 District Highlights:
  - 4.1 Introduction of new staff: Dr. Jacobus introduced Assistant Superintendent Kristine Schaefer & Napoleon Genereux, Safety Coordinator. Assistant Superintendent Mike Johnson introduced Harold Scott, Principal at Cottage Grove Middle School and Arthur Williams, Principal at Middleton Elementary. Jim Smokrovich, East Ridge High School Principal, introduced Sara Palodichuk as Activities Director for East Ridge.
- 5.0 Public Comment: None.
- 6.0 Consent Items: It was moved by Sharon Van Leer and seconded by Heather Hirsch to approve the consent agenda. All in favor, none opposed, motion passed.
  - 6.1 Approval of Retirements, Resignations and Terminations
  - 6.2 Approval of Leaves of Absence
  - 6.3 Approval of New Employees/Change of Status
  - 6.4 Approval of Authorization for Petty Cash Limit for 2018-19
  - 6.5 Approval of Electronic Fund Transfers
  - 6.6 Approval of Resolution to Accept Gifts

6.7 Approval of July 26, 2018 School Board Meeting Minutes  
6.8 Approval of August 9, 2018 School Board Meeting Minutes

7.0 Workshop Items: Agenda item scheduled for the September 6, 2018 meeting

8.0 Information Items:

8.1 Financial Update, presented by Dan Pyan, Director of Finance. He shared information about enrollment and how that affects the district budget.

8.2 Professional Development Update, presented by Brian Boothe, Director of Professional Development. He shared information on training for K-2 Bridges Math Curriculum, Paraprofessionals, Teacher Leaders, Probationary Teacher Academy, New Teacher Academy, Elementary Assessment Days, Office Professionals, Standards Based Instruction and Schoology.

9.0 Discussion Items: None.

10.0 Action Items:

10.1 Approval of Employee Health Insurance presented by Kevin Witherspoon, Director of Human Resources. The district will move from Health Partners to Preferred One for a 2 year contract on January 1, 2019. It was moved by Katie Schwartz, second by Sharon Van Leer to approve the new health plan. All in favor, none opposed, motion carried.

10.2 Approval of Policies 504 and 510.1 presented by Mike Johnson, Assistant Superintendent. It was moved by Pat Driscoll, seconded by Katie Schwartz to approve these policies. All in favor, none opposed. Motion carried.

11.0 Reports and Comments:

11.1 Superintendent's Report: Dr. Jacobus reported on school construction at Oltman Middle School and Nuevas Fronteras, Camp 6 and the change in the back to school event for staff.

12.0 Future Meeting Dates:

12.1 September 6, 2018 – School Board Meeting (DSC/6:30 p.m.)

12.2 September 20, 2018 – School Board Meeting (DSC/6:30 p.m.)

13.0 Adjournment: The meeting adjourned at 7:39pm.